

# Agenda Item Form

Agenda Date: 08/10/04

Districts Affected: All Districts

Dept. Head/Contact Information: Ellen A. Smyth, P.E., Director

## Type of Agenda Item:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Resolution                       | <input type="checkbox"/> Staffing Table Changes   | <input type="checkbox"/> Board Appointments           |
| <input type="checkbox"/> Tax Installment Agreements       | <input type="checkbox"/> Tax Refunds              | <input type="checkbox"/> Donations                    |
| <input type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer          | <input type="checkbox"/> Item Placed by Citizen       |
| <input type="checkbox"/> Application for Facility Use     | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance    |
| <input type="checkbox"/> Interlocal Agreements            | <input type="checkbox"/> Contract/Lease Agreement | <input checked="" type="checkbox"/> Grant Application |
| <input type="checkbox"/> Other _____                      |   |   |

## Funding Source:

- ☐ General Fund
- ☐ Grant (duration of funds: \_\_\_\_\_ Months)
- ☐ Other Source: \_\_\_\_\_

## Legal:

- ☒ Legal Review Required      Attorney Assigned (please scroll down): Ruth Reyes      ☒ Approved      ☐ Denied

Timeline Priority:   ☐ High      ☐ Medium      ☐ Low      # of days: \_\_\_\_\_

## Why is this item necessary:

Proposed grant application to Dell Computer is to hold a one day event, November 15, 2004 so that residents can dispose of their electronic components at the Citizen Collection Sites. Grant application is for \$10,000 plus \$ 1,458.00 in kind services.

## Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

\$1,458.00 in-kind - salaries and equipment

## Statutory or Citizen Concerns:

n/a

## Departmental Concerns:

n/a

## RESOLUTION

### BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

**THAT** the Mayor be authorized to sign the grant application and related documents for the certified grant from Dell Computer, Inc. for a grant in the amount of \$ 10,000.00 to set up a One Day Event at the Citizen Collection Sites on November 15, 2004 in conjunction with Texas Recycles Day to recycle electronic components from the community. The In-Kind Services required for this grant is \$ 1,458.00.

**ADOPTED this 10th day of August 2004.**

CITY OF EL PASO

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Joe Wardy  
Mayor

ATTEST:

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Richarda Duffy Momsen  
City Clerk

APPROVED AS TO FORM:

  
Ruth Reyes  
Assistant City Attorney

GA 77-2004

## GRANT APPLICATION REVIEW

## DEPARTMENT

CITY OF EL PASO DEPARTMENT OF SOLID  
WASTE MANAGEMENT

## TYPE OF GRANT

PRIVATE INDUSTRY

## CONTROL #

~~809~~ 809

## GRANTOR

DELL COMPUTER INC

## EFFECTIVE DATE

FY-04

## MATCHING FUND REQ

☐ YES ☒ NO

## SOURCE OF FUNDS (GRANT AMOUNT, MATCHING, IN-KIND, INTERGOVERN.)

Grant Amount \$10,000.00

IN-KIND SERVICES \$ 1,458.80

## PERSONNEL FUNDED BY GRANT

JUL 15 '04 PM 1:07

N/A

## BRIEFLY DESCRIBE HOW GRANT WILL BE USED AND ANY SPECIAL CONDITIONS FOR GRANT:

THE DEPARTMENT OF SOLID WASTE MANAGEMENT IS PROPOSING TO SET-UP A ONE DAY EVENT TO RECYCLE ELECTRONIC COMPONENTS AT THE CITIZEN COLLECTION SITES ON NOVEMBER 15, 2004 (TEXAS RECYCLES DAY). A FLYER WILL BE DEVELOPED AND DISTRIBUTED THROUGH OUT THE CITY OF EL PASO TO THE COMMUNITY WHO WANTS TO PARTICIPATE. WITH THE ASSISTANCE OF DISCOVER RECYCLE AND LOCAL AGENCIES THE DEPARTMENT WILL COLLECT THE ITEMS AND RECYCLE THEM. LANDFILL DIVERSION AND ILLEGAL DUMPING DETERRENT.

## REVIEWED BY:

Thomas M. Dayle 7/15/04

## OMB ANALYST

## OMB DIRECTOR

## COMPTROLLER

## CHIEF ADMINISTRATIVE OFFICER

## COMMENTS

Budget?

## APPLICANT QUESTIONNAIRE

PLEASE ANSWER THE FOLLOWING QUESTIONS WITH AN "X" IN THE APPROPRIATE BOX.	YES	NO
9. Is your organization a member of the National Recycling Coalition?	X	
10. Is your organization a member of the Municipal Waste Management Association?	X	
11. Is your organization willing to stage a one-day computer collection event in your community?	X	
12. Is your organization willing to raise funds and in-kind donations to cover all costs of event?	X	
13. Is your organization willing to recruit and train volunteers for a collection event?	X	
14. Is your organization willing to actively promote the collection event and the issue of responsible computer reuse and recycling?	X	
15. Is your organization willing to participate in a series of technical assistance teleconference forums in September, conducted by the NRC to assist grantees in preparing for their events?	X	
16. Is your organization willing to be a "No Computer Should Go To Waste" grantee organization if these efforts including signing an agreement that obligates the grantee to engage in such activities as assuming all responsibility for proper staging of the event, acknowledging Dell's funding of the event by using Dell's name in marketing efforts, and reporting outcomes to Dell?	X	
17. Is your organization willing to be part of the extended Dell Recycling Team which will include, but not be limited to, sharing industry best practices and case studies?	X	
18. Will your organization have the opportunity to hold a collection event in conjunction with another community event to increase awareness and participation? <i>(If "YES," please elaborate.)</i>  <b>The one day event will be announced in conjunction with Texas Recycles Day (November 15, 2004)</b>	X	
19. Has your community recently had access to a computer recycling event or program? <i>(If "YES," please elaborate, giving dates and relevant outcomes, such as collected tonnage, number of participants, etc.)</i>		X

## APPLICATION CERTIFICATION

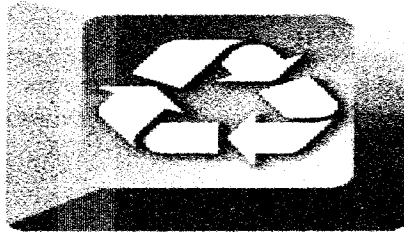
The undersigned hereby certify that the information contained in this Grant Application is correct to the best of our knowledge. I understand that acceptance of a grant requires that we assume all responsibility for proper staging of the event, acknowledge Dell's funding of the event by including Dell's name in marketing efforts, and submit the grant evaluation form upon completion of the computer collection event.

\_\_\_\_\_  
Signature of Lead Applicant Contact

JOE WARDY, MAYOR

\_\_\_\_\_  
Date

*City of El Paso*



Old computer should go to waste

**DELL**

***Solid Waste Grant Application  
FY-2004***

***Recycling Electronics***



**SOLID  
WASTE  
MANAGEMENT**

**CITY OF EL PASO**

## **CONTACT AND BACKGROUND INFORMATION**

**Date of Application:** 7/14/04

**City/County of Proposed Event:** El Paso, Texas

**Population of event City/County:** 563,662

**Date of Proposed Event:** November 15, 2004(Texas Recycles Day)

**Lead Organization:** Department of Solid Waste Management

**Contact Name:** Frank Valdez

**Title:** Recycling Technician

**Mailing Address:**

**Phone:**

**Fax:**

**Email Address:**

**Date organization founded:** 1800's

**Organization's web address:** [www.cityofelpaso.org](http://www.cityofelpaso.org)

**State in which organization resides:** Texas

**Tax Exempt # (if applicable):** 74600749

**Is your organization an IRS 501(c) 3?**

If "NO", please describe the tax status of your organization: No. City Government-exempt

**If you are collaborating with other organizations for your event, please list those groups here:**

**Organization 1:**

**Contact Name:**

**Title:**

**Address:**

**Email Address:**

**Phone Number:**

**Organization 2:**

**Contact Name:**

**Title:**

**Address:**

**Email Address:**

**Phone Number:**

**Organization 3:**

**Contact Name:**

**Title:**

**Address:**

**Email Address:**

**Phone Number:**

**Organization 4:**

**Contact Name:**

**Title:**

**Address:**

**Email Address:**

**Phone Number:**

## UNDERSTANDING YOUR ORGANIZATION

**1. Which of the following best describes your organization? (Mark an "X" before the appropriate choice.)**

- Charitable/Nonprofit
- State Government
- County Government
- ☒ Local Government/Municipality
- Institution of Higher Learning
- Other – please describe:

*(For-profit businesses, individuals, political and media organizations are not eligible.)*

**2. Organization Mission and Description (limit of 200 words)**

**•Mission Statement**

To provide every citizens of El Paso with garbage collection service at least once per week, in the most effective, efficient, and courteous manner, in order to maintain the health and safety of the community. To collect and dispose of such waste in a landfill that is in compliance, legally and environmentally with all local, federal, and state laws. To provide recycling opportunities to the community and to market those commodities in an effective and efficient manner. To provide public awareness in all areas of proper solid waste disposal, waste collection, and recycling.

The vision for the department is to continue to provide the citizens of El Paso with the most effective, efficient and courteous garbage collection service. To continue to sponsor programs that will eradicate the illegal disposal of waste throughout El Paso, to augment current existing programs, to develop interlocal agreements with other municipalities and governmental agencies to begin, continue, and/or augment programs related to the environment with emphasis in recycling, landfill issues, collection of waste programs and public awareness campaigns formulated to educate the public in these issues.

3. Names and, if applicable, workplace affiliations of organization's Board of Directors. *(Please note any Dell or NRC affiliations.)*

Member of the:

- ☒ Texas Alliance Recycling Coalition
- ☒ National Recycling Coalition
- ☒ Clean Texas, Cleaner World Partner

4. Please describe organization's experience with recycling and/or community events and programs. *(limit of 200 words)*

A Recycling Program was established in June of 1992 under the auspices of the City of El Paso's Solid Waste Management(SWM). SWM commence an Office Recycling Program with-in the City Departments. In June of 1995, with an increase in market value and new contract/agreements with private entities, the department expanded it's Recycling Program. By the end of the year the Recycling Program included Federal, County and State entities. Materials collected are paper products such as newspaper, magazines, junk mail , cardboard, office paper, plastics( #1 & 2) and all types of scrap metals. All Participants are provided with 35 gallon containers. In addition 6/9 gallon desktide baskets are distribute to any party envolved with the Recycling Program. This smaller container is utilized at the desk side. The recycling staff organized recycling routes throughout the city for 4 days a week. Currently over 900 locations, from small to large cooperations are being collected by the Recycling Division.

Permanent and Temporary Recycling Drop Sites(15) are in place to provide the community convenient locations to drop their recyclables materials , 7 days per week. Other annual events such as the Christmas Tree Recycling Program, Re-directory Project(Recycle Old Phone Books),Clean Your Files Day, Texas Recycles Day , Earth Day, etc. are in place under the direction of the Department of Solid Waste Management, Recycling Division. Last Year the Recycling Division collected approximately 6,300 tons of recyclable materials. A seven percent increase from the previous year.



5. Please describe organization's experience raising funds and in-kind donations in your community or within your organization. Include projects for which this was done, methods used and amounts of money and/or in-kind donations raised. *(limit of 200 words)*

The City of El Paso Department of Solid Waste Management Recycling Division has participated in Texas Recycles Day since November 15, 1994. The Department has participated in this special event because El Paso is committed to reduce waste, increase community recycling and encourage buying of recycled products. El Paso's participation in Texas Recycles Day has increased over the years and continues to reflect the City's positive concern for recycling and total environmental awareness, both in El Paso and the State. The Department of Solid Waste Management in conjunction with other local agencies organized a committee to promote the event among others (Texas Recycles Day, Re-Directory, Clean Your Files Day, Earth Day etc). Local businesses have donated items and money to be utilized as prizes for local recycling participants and students that decide to compete in the recycling contest for that particular event. This past two years the committee introduced a fashion show in conjunction with the Recycles Day Event. All grade levels of students from local school districts participated. These provide an opportunity for students to show they're artistic and create customs made from recyclable materials. (See Below).

Depending on the amount donated, savings bonds and cash prizes are provided to all 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place winners from each School District that participate in the contest. A drawing is held for all other prizes. More than \$2,500.00 is being donated every year to support, not only this event but other projects as mention above. Merchandize valued up to \$500.00 from other businesses such as Wal Mart, Helen of Troy, Prices Creamer and Sara Lee were donated for prizes to be provided to participates. Letters, phone calls and e-mails have been the means of communication with supportive donors. Plaques and certificates of appreciation are provided to all donors.

Costume made of Aluminum Foil



Costume made of Plastics



6. Please describe organization's experience in educating your community. Include issues addressed and methods used (for example, methods could be one-time, small-group workshops or prolonged campaigns on broadcast television, etc.) *(limit of 200 words)*

The Department of Solid Waste Management, Recycling Division is very much involved in community outreach. Different events and projects are utilized to educate the community on the importance of handling Household Hazardous Materials, Recycling and Yard Waste. Presentations are provided on how materials are being collected and the location of the drop-off sites. These events target people of all ages and promote cooperation between agencies to help educate and develop community involvement to enhance all the programs and environmental awareness. All projects are advertised through press releases and paid advertisements. For example, Recycling locations are consistently published by the El Paso Times in the border section, and in the web site. The Recycling Division and Keep El Paso Beautiful serve as a recycling hotline, answering numerous inquiries on recycling. Southwestern Bell has a recycling guide in the Fingertip Facts that lists all City recycling drop-off sites. Recycling Brochures and other information are provided at all public appearances and speaking engagements. All Downtown merchants are provided with an informative brochure developed in English, Spanish and Korean to enhance participation in the recycling of cardboard in the Downtown area. Approximately 50% of the downtown businesses are owned and operated by Korean merchants, making it necessary to provide this translation for better success of the program.

**7. If applicable, please describe any plans underway for a collection event in your community this fall. Please include specific objectives, timeline, funding sources, publicity, geographic focus, etc. (limit of 200 words)**

## OPTIONAL INFORMATION

8. Please provide any additional comments on your organization's (or your collaborative organizations') strengths and abilities to stage a one-day computer collection event and/or your specific community's needs for such an event. *(limit of 100 words)*

The Department of Solid Waste Management has established 8 Citizen Collection Sites for the community to bring regular household waste and recyclable materials. The collection of Electronic items may be done through out the city in conjunction with the Citizen Collection Sites and be part of the Celebration of Texas Recycle Day Event.

The Department has a contract with a local advertising agency to promote all recycling projects year round. A press release, "No Computer Should Go To Waste," will be submitted to announce the one day event. Other local agencies will be contacted to inform them of event and provide them with flyers to have them available for the community at their locations.